



DEPARTMENT OF THE AIR FORCE  
HQ WARNER ROBINS AIR LOGISTICS CENTER (AFMC)  
ROBINS AIR FORCE BASE GEORGIA

BF 497

25 OCT 96

MEMORANDUM FOR SEE DISTRIBUTION

FROM: WR-ALC/PKP

SUBJECT: Blanket Small Business Coordination Forms (DD Form 2579)

1. Attached are approved blanket Small Business Coordination Records (DD Forms 2579). These forms serve as blanket coordination for acquisitions from the Federal Prison Industries (FPI) (Attachment 1) and acquisitions wherein a foreign government has directed that the items/services be acquired from a specific source(s) (Attachment 2). Criteria and procedures for using the blanket coordination, in lieu of a separate DD Form 2579 coordination, are provided below for each type acquisition.

a. *Acquisitions from the Federal Prison Industries (FPI)*: A copy of the blanket DD Form 2579 (Attachment 1) shall be included in the contract file, in lieu of an individual coordination, when only FPI sources are being solicited for a particular acquisition in accordance with FAR 8.6. If sources other than FPI are solicited, a separate DD Form 2579 (specific to that buy) shall be coordinated with BC and included in the contract file prior to soliciting the additional sources.

b. *Foreign Government Directed Acquisitions*: A copy of the DD Form 2579 (Attachment 2) shall be included in the contract file, in lieu of an individual coordination, when a foreign government directs that the acquisition is to be made from only the source(s) specified in a Letter of Offer and Acceptance (LOA) or other written direction. File documentation must be sufficient to sustain the International Agreement Competitive Restrictions (IACR) document at AFFARS 5306.302-4, a copy of which must be included in the contract file. If sources other than those directed by the foreign government are solicited, a separate DD Form 2579 (specific to that buy) shall be coordinated and included in the contract file prior to soliciting the additional sources.

2. This initiative stems, in part, from a recommendation of the PK Employee Committee and has joint concurrence of WR-ALC/BC and WR-ALC/PKPB. The respective points of contact are Dave West, extension 69526; and James Fordham, extension 69001.

JAMES B. GRANT  
Chief, Contract Policy and  
Competition Advocate Division  
Directorate of Contracting

Attachments:

1. Distribution List
1. DD Form 2579, FPI
2. DD Form 2579, FMS Directed

Atch 96-15E (FAR 19) Post to DFARS 219.201(9)(A) by circling the reference and noting in the margin: "70-41, atch 96-15E." Also post to AFFARS 5306.302-4 by circling the reference and noting in the margin: "See 70-41, atch 96-15E filed at FAR 19." Then file this atch behind the sups to FAR 19.

## SMALL BUSINESS COORDINATION RECORD

REPORT CONTROL SYMBOL

1. CONTROL NO. (Optional)	2. PURCHASE REQUEST NO./ REQUISITION NO. *	3. TOTAL ESTIMATED VALUE (Including options) *	4. SOLICITATION NO./CONTRACT MODIFICATION NO. *
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YER

NAME (Last, First, Middle Initial)

All Buyers/PCOs assigned to WR-ALC/PK

b. OFFICE SYMBOL

All Directorates

c. TELEPHONE (Include Area Code)

\*

## 6. ITEM DESCRIPTION (Including quantity)

This DD Form 2579 is applicable to all items/services to be acquired from the Federal Prison Industries (FPI), also known as UNICOR, in accordance with FAR 8.6.

6a. FEDERAL SUPPLY CLASS/SERVICE  
(FSC/SVC) CODE

Various

## 7. TYPE OF COORDINATION (X one)

<input checked="" type="checkbox"/> a. INITIAL CONTRACT	<input checked="" type="checkbox"/> b. MODIFICATION	<input type="checkbox"/> c. WITHDRAWAL
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## 8. SMALL BUSINESS SIZE STANDARD

a. STANDARD INDUSTRY CODE (SIC) Various	b. NO. OF EMPLOYEES *	c. DOLLARS *
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## 9. RECOMMENDATION (X as applicable) (If all recommendations are "No," explain in Remarks.)

YES	NO	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	a. SECTION 8(A) (X one)
<input type="checkbox"/>	<input type="checkbox"/>	(1) Competitive (2) Sole Source
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b. SMALL DISADVANTAGED BUSINESS (SDB) SET-ASIDE
<input checked="" type="checkbox"/>	<input type="checkbox"/>	c. HISTORICALLY BLACK COLLEGES AND UNIVERSITIES / MINORITY INSTITUTIONS (HBCU/MI) SET-ASIDE (List percentage) %
<input checked="" type="checkbox"/>	<input type="checkbox"/>	d. SMALL BUSINESS (SB) SET-ASIDE (List percentage) %
<input checked="" type="checkbox"/>	<input type="checkbox"/>	e. EMERGING SMALL BUSINESS SET-ASIDE
<input checked="" type="checkbox"/>	<input type="checkbox"/>	f. EVALUATION PREFERENCE FOR SDBs
<input checked="" type="checkbox"/>	<input type="checkbox"/>	g. SMALL BUSINESS - SMALL PURCHASE (SB-SP) SET-ASIDE

## 10. ACQUISITION HISTORY (X one) See PHR for each item.

<input type="checkbox"/> a. FIRST TIME BUY
<input type="checkbox"/> b. PREVIOUS ACQUISITION (X all that apply)
(1) Section 8(A)
(2) SDB Set-Aside
(3) HBCU / MI Set-Aside
(4) SB Set-Aside
(5) SB - SP Set-Aside
(6) Other (Specify)
(7) Two or more responsive SB offers on prior acquisition
(8) One or more responsive SDB offer(s) within 10% or award price of prior acquisition

11. SB PROGRESS PAYMENTS  
(X one)

<input type="checkbox"/> a. YES	<input checked="" type="checkbox"/> b. NO
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12. SUBCONTRACTING PLAN  
REQUIRED (X one)

<input type="checkbox"/> a. YES	<input checked="" type="checkbox"/> b. NO
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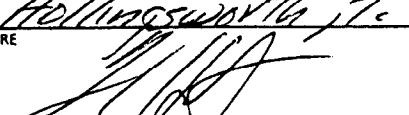
## 13. SYNOPSIS REQUIRED (X one)

<input type="checkbox"/> a. YES	<input checked="" type="checkbox"/> b. NO	(If "No," cite FAR 5.202 exception) FAR 5.202 (a) (4)
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## 14. REMARKS

- \* 1. This DD Form 2579 is a blanket Small Business Coordination Record only for acquisitions to be made from the Federal Prison Industries (FPI).
2. In the event that sources other than FPI are solicited, a separate DD Form 2579 shall be required and included in the contract file prior to solicitation.
3. A copy of this form should be included in the contract file prior to issuing a solicitation to FPI.

15. REVIEWED BY SMALL BUSINESS ADMINISTRATION (SBA)  
REPRESENTATIVE

a. NAME (Last, First, Middle Initial) Hollingsworth, T.C.	c. DATE SIGNED (YYMMDD) 961015
b. SIGNATURE 	

## 16. LOCAL USE

## 17. CONTRACTING OFFICER (X one)

<input checked="" type="checkbox"/> a. CONCURS	<input type="checkbox"/> b. REJECTS
c. RECOMMENDATIONS (Document rejections on reverse side)	

## 18. SMALL BUSINESS SPECIALIST (X one)

<input checked="" type="checkbox"/> a. CONCURS	<input type="checkbox"/> b. APPEALS
NOTE: Any change in the acquisition plan this coordination record describes will require return for re-evaluation by the SB specialist.	

NAME (Last, First, Middle Initial)

FORDHAM JAMES C. JR

e. SIGNATURE

f. DATE SIGNED  
(YYMMDD)

96/10/09

c. NAME (Last, First, Middle Initial)

West David A

d. SIGNATURE

e. DATE SIGNED  
(YYMMDD)

961015

SMALL BUSINESS COORDINATION RECORD				REPORT CONTROL SYMBOL	
1. CONTROL NO. (Optional)		2. PURCHASE REQUEST NO./ REQUISITION NO. *		3. TOTAL ESTIMATED VALUE (Including options) *	
4. SOLICITATION NO./ CONTRACT MODIFICATION NO. *					
5. BUYER					
a. NAME (Last, First, Middle Initial) All Buyers/PCOs assigned to WR-ALC/PK			b. OFFICE SYMBOL All Directorates		c. TELEPHONE (Include Area Code) *
6. ITEM DESCRIPTION (Including quantity) This DD Form 2579 is applicable to all items/services whereas an FMS customer directs that only specific source(s) be solicited in accordance with DFARS 225.7300.					6a. FEDERAL SUPPLY CLASS/SERVICE (FSC/SVC) CODE Various
7. TYPE OF COORDINATION (X one)			8. SMALL BUSINESS SIZE STANDARD		
<input checked="" type="checkbox"/> a. INITIAL CONTRACT	<input checked="" type="checkbox"/> b. MODIFICATION	<input type="checkbox"/> c. WITHDRAWAL	a. STANDARD INDUSTRY CODE (SIC) Various		b. NO. OF EMPLOYEES * c. DOLLARS *
9. RECOMMENDATION (X as applicable) (If all recommendations are "No," explain in Remarks.)			10. ACQUISITION HISTORY (X one) See PHR for each item.		
YES	NO	a. SECTION 8(A) (X one)			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	(1) Competitive (2) Sole Source			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	b. SMALL DISADVANTAGED BUSINESS (SDB) SET-ASIDE			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	c. HISTORICALLY BLACK COLLEGES AND UNIVERSITIES / MINORITY INSTITUTIONS (HBCU/MI) SET-ASIDE (List percentage) %			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	d. SMALL BUSINESS (SB) SET-ASIDE (List percentage) %			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	e. EMERGING SMALL BUSINESS SET-ASIDE			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	f. EVALUATION PREFERENCE FOR SDBs			
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	g. SMALL BUSINESS - SMALL PURCHASE (SB-SP) SET-ASIDE			
11. SB PROGRESS PAYMENTS (X one) TBD			12. SUBCONTRACTING PLAN REQUIRED (X one) TBD		
<input type="checkbox"/> a. YES	<input type="checkbox"/> b. NO	<input type="checkbox"/> a. YES	<input type="checkbox"/> b. NO	13. SYNOPSIS REQUIRED (X one) (If "No," cite FAR 5.202 exception)	
				<input checked="" type="checkbox"/> a. YES	<input type="checkbox"/> b. NO FAR 5.202 (a) (3)
14. REMARKS					
* 1. This DD Form 2579 serves as a blanket Small Business Coordination Record only for those acquisitions which are supported by a Letter of Offer and Acceptance (LOA), or other written direction, meeting the requirements of FAR 6.3. File documentation must be sufficient to sustain the International Agreement Competitive Restrictions (IACR) document at AFFARS 5306.302-4, which must be included in the contract file.					
2. In the event that sources other than the source(s) specified in the IACR, are solicited--a separate DD Form 2579 shall be required prior to solicitation.					
15. REVIEWED BY SMALL BUSINESS ADMINISTRATION (SBA) REPRESENTATIVE				16. LOCAL USE	
a. NAME (Last, First, Middle Initial) <i>Hollingsworth, T.C.</i>					
b. SIGNATURE <i>[Signature]</i>				c. DATE SIGNED (YYMMDD) 96/10/15	
17. CONTRACTING OFFICER (X one)				18. SMALL BUSINESS SPECIALIST (X one)	
<input checked="" type="checkbox"/> a. CONCURS		<input type="checkbox"/> b. REJECTS		<input checked="" type="checkbox"/> a. CONCURS	
<input type="checkbox"/> c. RECOMMENDATIONS (Document rejections on reverse side)				<input type="checkbox"/> b. APPEALS	
				NOTE: Any change in the acquisition plan this coordination record describes will require return for re-evaluation by the SB specialist.	
d. NAME (Last, First, Middle Initial) FORDHAM JAMES C. Jr.				c. NAME (Last, First, Middle Initial) WEST DAVID A	
e. SIGNATURE <i>James C Fordham Jr.</i>		f. DATE SIGNED (YYMMDD) 96/10/09		d. SIGNATURE <i>David A West</i>	
				e. DATE SIGNED (YYMMDD) 96/10/15	